

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
CONTRACTOR/SUBCONTRACTOR
EQUAL EMPLOYMENT OPPORTUNITY
INFORMATION REQUEST

This report is developed to reflect the Total Employment of each Contracting firm performing Highway Construction Work in Virginia. It is to be used as a tool in evaluating the Contractor's posture to ensure equal employment opportunity. The requested information is to be submitted to the Residency Administrator prior to releasing the project for construction and is required of each subcontractor as part of the subletting request.

NAME OF COMPANY _____ CONTRACTOR _____

ADDRESS _____

SUBCONTRACTOR _____

FIRMS EEO OFFICER _____

Official Title _____

TOTAL COMPANY EMPLOYMENT AS OF _____ (updated report required each 6 months)
MONTH YEAR

EMPLOYMENT DATA

Report all permanent, temporary or part-time employees. Enter the appropriate figures on all lines and in all columns. Include apprentices and on-the-job trainees in appropriate job category totals.

Job Categories	All Employees			Minority Group Employees									
	Total (Col. 2+3)	Male	Female	Male					Female				
				Black American	Asian/Indian American	Asian/Pacific American	Native American	Hispanic American	Black American	Asian / Indian American	Asian/Pacific American	Native American	Hispanic American
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Officials & Managers													
Professionals (Engr. Etc.)													
Supervisors													
Foremen													
Clerical													
Equipment Operators													
Mechanics													
Truck Drivers													
Ironworkers													
Carpenters													
Cement Masons													
Electricians													
Pipefitters, Plumbers													
Painters													
Laborers (Unskilled)													
Other													
Total													

(Include all company employees enrolled in formal on-the-job training programs)

ON THE JOB TRAINEES	Operators												
	Craftsmen												

I certify that the employment data shown above represents the ethnic composition of the firm's employment.

Prepared by _____ Signature _____ Title _____ Date _____